



## Invitation to Bid HNS 18-44

### Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

### Bid Walk & Bid Opening:

|   |  |   |
|---|--|---|
| Project Address:<br><b>2211 Highland St</b><br><b>2133 Highland St</b>  |  | <b>Targeted Rehabilitation -</b><br><b>Camp Greene Neighborhood</b> |
| Bid Walk: <b>3/1/18 at 9:00 am (THURSDAY) – 2211 Highland</b><br><b>3/1/18 at 10:00 am (THURSDAY) – 2133 Highland</b> |  |   |
| Bid Opening: <b>3/8/18 at 2:00 pm (THURSDAY)</b>  |  |   |
| Client Name: Angela James – 2211 Highland<br>Debra Neal – 2133 Highland   |  |   |
| Project Manager: Elizabeth Lamy   |  | Contact Number: 704-620-9090  |

### Bid Walk and Bidding Instructions:

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Elizabeth Lamy (cell # 704-620-9090).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the above due date and time.**



**TLC for CLT**  
**CITY OF CHARLOTTE**  
HOUSING & NEIGHBORHOOD SERVICES

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 2211 Highland St and 2133 Highland St to be funded through the City of Charlotte Housing & Neighborhood Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Addenda # 1 Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Addenda # 2 Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

**Project Schedule:** *Minimum Start Date - upon issuance of NTP*

**Completion Deadline:** (please provide projected completion date with bid submission)

***Please Print and Sign:***

Company Name/Firm: \_\_\_\_\_

Authorized Representative Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Elizabeth Lamy Santos  
Rehabilitation Specialist  
City of Charlotte  
Housing and Neighborhood Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 336-3333  
Cell: (704) 620-9090

HOUSING & NEIGHBORHOOD  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

# Work Specification

Prepared By:  
City of Charlotte Housing & Neighborhood Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 2211 Highland St  
Charlotte, NC 28208

Owner: Angela James

Owner Phone: Home: (704) 649-1086

Structure Type: Single Unit

Program(s): Targeted Rehab Program (C1)

Square Feet: 1200

LeadSafe 2016

Healthy Homes LBP 2016

Year Built: 1938

Property Value: 85300

Tax Parcel: 06706302

Census Tract:

Property Zone: Council District 3

## Fiberglass Bathtub and Shower Surround

### BATHROOM - MAIN

Install a 5' white Swan or equivalent 3-piece, fiberglass bathtub and surround. Caulk all seams and penetrations. Include new single handled tub/shower diverter valve and drain.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## 17" Height Commode Replace

### BATHROOM - MAIN

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

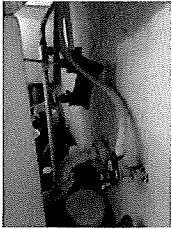
Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Pedestal Sink - Complete

## BATHROOM - MAIN

Install a vitreous china pedestal lavatory complete with single handled metal faucet with drain and pop-up , p-trap, supply lines, full port ball type shut-off valves & escutcheon plates. All materials and work shall comply with the Construction Standards and the Plumbing Code.

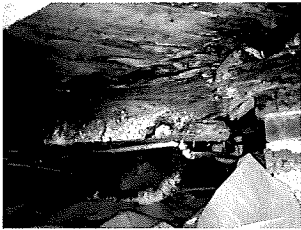


Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Floor System Repair

## BATHROOM - MAIN

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Room Semi Gloss

## BATHROOM - MAIN

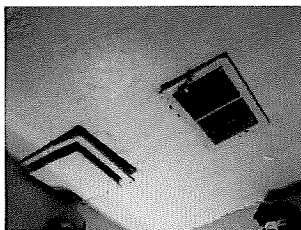
Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Ceiling

## BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Resilient Flooring

## BATHROOM - MAIN

Install 25 year warranted resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Grab Bars

## BATHROOM - MAIN

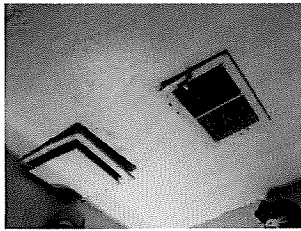
Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations. (38.1)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Bath Exhaust Fan Replace

## BATHROOM - MAIN

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Light Fixture Replace

## BEDROOM

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Wall Finish Repair and Repaint

## BEDROOM

Repair wall finish. Patch drywall or plaster holes in wall greater than one inch. All others use an adhesive mesh and mud over the mesh with the appropriate material. Wet sand smooth. Repaint repaired area to match existing.

\*\*\*There are multiple areas in the room that need repair. Contractor to field verify.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Light Fixture Replace

## BEDROOM 2

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.

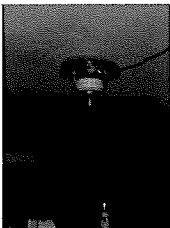


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Light Fixture Replace

## BEDROOM 3

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Tear Off & Reroof Shingles

## EXTERIOR

## Exterior

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

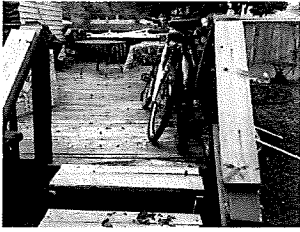
# Work Specification

## Remove and Dispose of Exterior Deck

EXTERIOR

Exterior

Demolish and dispose of existing exterior deck, including railings and steps.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Exterior Deck Replacement

EXTERIOR

Exterior

Construct a new deck and set of steps serving the rear entry of the home - to take the place of the demolished existing deck. Dimensions of new deck are to be smaller than existing deck - around 8' x 5'. Deck and railings, as well as new steps and railings should be constructed of treated lumber and in accordance with Appendix M of NC Building Code.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Vinyl Siding - Repair

EXTERIOR

Exterior

Repair/re-secure loose vinyl siding.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Crawl Space Access Door

EXTERIOR

Exterior

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$



# Work Specification

## Prehung Metal Door Entrance - Rear Entry

EXTERIOR

Exterior

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. this installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Aluminum Fascia

EXTERIOR

Exterior

Wrap all fascia and wood trim with PVC coated aluminum coil stock.

\*\*\*Fascia is to be repaired at the rear of the home, at the laundry room addition ONLY.



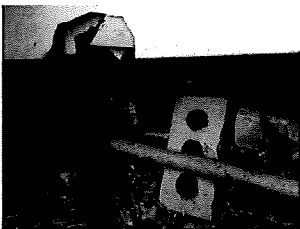
$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Masonry Patch & Repoint

EXTERIOR

Exterior

Install bricks where missing. Cut out mortar at least 1/2". Remove all loose material with clear water. Saturate joints with water and repoint in 1/2" lifts using portland cement mortar. Reinstall any flashings, tool concave joints and clean brick face.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Remove and Replace Awning

EXTERIOR

Exterior

Remove existing awning over front screened in porch and replace with powder-coated aluminum canopy with side panels, white in color.

\*\*\*Style to match existing style as close as possible.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

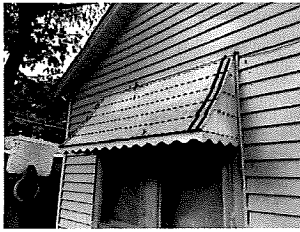
# Work Specification

## Custom Awning Repair and Repaint

EXTERIOR

Exterior

Repair damaged metal awning above window and repaint ALL over-window awnings to match existing

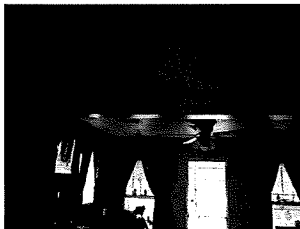


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Combination CO / Smoke Detector Hard Wired

GENERAL REQUIREMENTS

Install a hard wired combination carbon monoxide and smoke detector with battery back up.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Smoke Detector Hard Wired

GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

\*\*\*There are (3) bedrooms listed on the tax record. Contractor responsible to field verify due to additions to the home.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Replace Receptacles, Switches, and Plates

GENERAL REQUIREMENTS

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Electric Service 200 AMP

GENERAL REQUIREMENTS

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Floor System Repair - Allowance

### GENERAL REQUIREMENTS

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.

\*\*\*Crawlspace was inaccessible due to presence of sewage. Allowance here is for any floor structure repair necessary beyond replacing the floor system in the bathroom.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Portable Toilet

### GENERAL REQUIREMENTS

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Permits Required

### GENERAL REQUIREMENTS

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## See Attached Lead Scope

### GENERAL REQUIREMENTS

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## House Number

### GENERAL REQUIREMENTS

Install brass, aluminum, or iron house numbers with nails. Numbers must be 4 inches tall with a stroke-width of 1/2 inch per Code. Numbers are not permitted to be plastic or stickers.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Dumpster

### GENERAL REQUIREMENTS

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Exterminate Termites

### GENERAL REQUIREMENTS

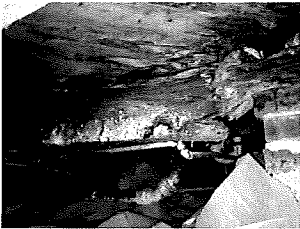
Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Replumb Supply Lines

### GENERAL REQUIREMENTS

Remove all existing water supply lines. Install new PEX supply lines to code to service one 3-piece bath, kitchen and laundry area. Insulate exposed hot and cold water lines, installed to code. Repair any wall or ceiling tear out required to install system.

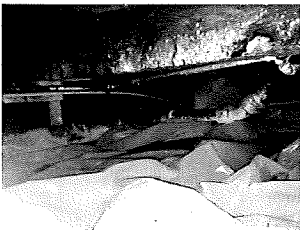


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Replumb Waste Lines & Vents

### GENERAL REQUIREMENTS

Remove all drain, waste and wet vent lines to code legal dump. Install schedule 40 PVC to service one 3-piece bath, kitchen and laundry area from the roof vent pipe/pipes thru the foundation wall to include a main clean out outside of house and any interior clean outs required, installed to code. Repair any wall or ceiling tear out required to install system.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Continuous Masonry Footing and Pier Install

### LAUNDRY

Construct a continuous masonry foundation wall with footing to support floor system of laundry room.

Also, replace existing piers under the laundry room floor system with new masonry piers with mortared joints and poured concrete footing per Code.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Water Heater 40 Gallon Electric

## LAUNDRY

Install a 40 gallon, glass lined, high recovery insulated to R-7, double element, electric water heater with 10 year warranty. Include pressure and temperature relief valve, expansion tank, discharge tube to within 6" of floor or to outside of structure, shut-off valve and electric supply. If it is located on an upper floor or if there is no floor drain, install a catch pan drained to the exterior. Dispose of old water heater appropriately.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Wall Finish Repair and Repaint

## LIVING ROOM

Repair wall finish. Patch drywall or plaster holes in wall greater than one inch. All others use an adhesive mesh and mud over the mesh with the appropriate material. Wet sand smooth. Repaint repaired area to match existing.

\*\*\*Price here also include repair/repainting of baseboard trim as well.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Gas Furnace Replacement

## UTILITY

Install a gas fired, forced air furnace with minimum AFUE rating of 90 or higher to existing plenum and gas line with electronic ignition. Include programmable thermostat, flue pipe and shut-off valve. Size furnace per heat loss analysis. Contractor to furnish Manual J calculations. Dispose of old furnace appropriately.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Drywall Entire Room

## UTILITY

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## LEAD ABATEMENT SCOPE OF WORK

## &amp; INSTRUCTIONS TO BIDDERS

23-Jan-18

Address

2211 Highland St

Complete the following scope of work:

| Item # | Feature   | Method   | Number | Cost Per unit | COST |
|--------|---|--|--------|---------------|------|
| 1      | Side A through Side D - white aluminum-covered window casings, headers and sills and white wood sashes and wells (many of the aluminum coverings are partially detached and many wood components rotted) EXCEPT Window B2 and Window B3   | Replace windows (all components) with vinyl replacement windows and cover with Tyvek and aluminum. ***Price to include any necessary replacement of rotten window framing. |        |               |      |
| 2      | Side A and Side D Porch - white wood ceiling support beams (under the metal awnings)  | Cover with Tyvek and aluminum.   |        |               |      |
| 3      | Side A - gray concrete stair stringer caps  | Scrape loose paint and re-paint.   |        |               |      |
| 4      | Room 1 - Screen Porch - Side A, Side D and Ceiling - white wood ceiling, crown moldings, ceiling support beams and trim boards  | Scrape loose paint and re-paint.   |        |               |      |
| 5      | Room 1 - Screen Porch - Window C1 and Window C2 - white aluminum-covered window casings, headers, and sills and white wood sashes and wells (wood components which exist beneath the aluminum coverings are coated with lead-based paint) | Replace wood sashes and wells with vinyl replacement windows, and remove aluminum window coverings and cover window casings, headers and sills with Tyvek and aluminum.    |        |               |      |
| 6      | Room 9 - Mud Room - Door A1 - white wood door jambs and stops (door DOES NOT contain lead, but is damaged and entire door will be replaced.)  | Replace entire door with prehung door.   |        |               |      |
| 7      | Elevated Dust Levels on Room 2 Floor and Windowsills  | Complete specialized cleaning.   |        |               |      |

Total

Contractors may submit an occupant protection plan on the form provided.

Complete all interior work in a unit in a single day.

NOTES: Allow for replacement of 50 board feet of rotted wood.

- 1 Unless otherwise noted any window or door removal and replacement
- 2 includes frame and trim on both sides.
- 3 In lieu of complete removal, window frames may be enclosed with vinyl on.
- 4 Exterior in accordance with all project manual requirements
- 5 Contact Jim Roy to conduct inspections prior to repainting or other putback and
- 6 after vinyl siding installation.
- 7 Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

| Addendum# |  | Date |
|-----------|--|------|
|           |  |      |
|           |  |      |
|           |  |      |

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

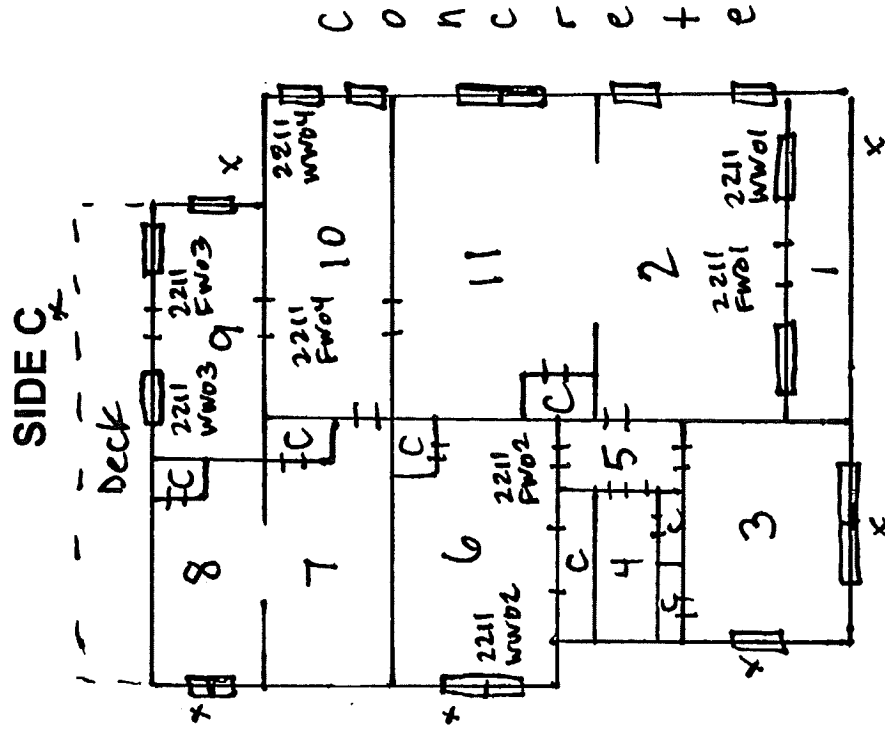
Address:

Phone:



# ROY CONSULTING GROUP CORPORATION



**Charlotte, NC 28208**



## SIDE B

## SIDE D

### Legend

 = Window  
 = Door

X = Soil Sample Location

## SIDE A

**NOT TO SCALE**



# Work Specification

Prepared By:  
City of Charlotte Housing & Neighborhood Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 2133 Highland St  
Charlotte, NC 28208

Owner: Debra Neal

Owner Phone: Cell: (704) 408-2552

Structure Type: Single Unit

Program(s): Targeted Rehab Program (C1)

Square Feet: 1218

Year Built: 1941

Property Value: 74000

Tax Parcel: 06706707

Census Tract:

Property Zone: Council District 3

## Folding Attic Stairs

### ATTIC

Replace utility folding stairway, after doubling framing at ceiling. Install casing to match trim in room.

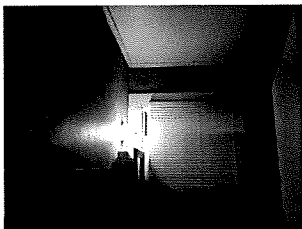


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Drywall Entire Room

### BATHROOM - HALF

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Prep & Paint Room Semi Gloss

## BATHROOM - HALF

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Fiberglass Walk-In Shower - Pan ONLY

## BATHROOM - MAIN

Install Mustee or equivalent fiberglass shower pan unit equivalent to existing tub size, complete with single lever shower diverter, shower rod and water saving shower head. Caulk all seams and penetrations.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Ceramic Wall Tile

## BATHROOM - MAIN

Install owner's choice ceramic wall tile over cement fiberboard with troweled adhesive. Include preformed base, cap, stop, return and trimmer pieces to complete installation. After at least 24 hours drying time, apply latex based portland cement grout. Clean all excess grout and apply mildew resistant white silicone caulk at all seams, fixture lips and pipe penetrations.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## 17" Height Commode Replace

## BATHROOM - MAIN

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.



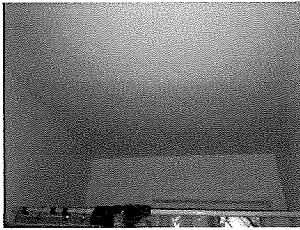
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Bath Exhaust Fan - New Installation

## BATHROOM - MAIN

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Room Semi Gloss

## BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

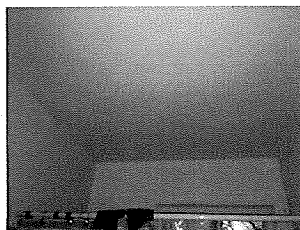


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Ceiling

## BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Resilient Flooring

## BEDROOM

Install 25 year warranted resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Prep & Paint Room Flat

### BEDROOM

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex.

Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

\*\*\*Include painting all window trim.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Resilient Flooring

### BEDROOM 2

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

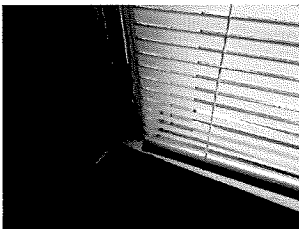
## Prep & Paint Room Flat

### BEDROOM 2

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex.

Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

\*\*\*Include painting all window trim.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Resilient Flooring

### DEN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Exterior Steps Replace

EXTERIOR

Exterior

Replace existing wood steps and stringers to Code. New treads shall be two 2" x 6" spaced 1/2" apart, and have 2" 12" stringers. Wooden handrails should include pickets installed to Code. Entire stair system should be constructed using pressure-treated lumber. New steps and handrails are to be painted white.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Seamless Aluminum Gutter & Downspouts - Install

EXTERIOR

Exterior

Install K- type .027 gauge seamless aluminum gutter to service roof with sufficient pitch to downspouts. White or brown color choice by owner.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Crawl Space Access Door

EXTERIOR

Exterior

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Aluminum Storm Door - Rear Entry

EXTERIOR

Exterior

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

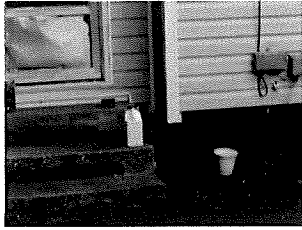
# Work Specification

## Vinyl Siding - Repair

EXTERIOR

Exterior

Trim pieces of corner trim/J-channel/any other associated white vinyl trim on the exterior that may be too long.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Vinyl Siding - Window Trim Repair

EXTERIOR

Exterior

Replace damaged piece of trim above window at the rear of the home.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Vinyl Siding - Repair

EXTERIOR

Exterior

Repair/replace damaged vinyl siding along right bottom wall of home.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Exterior Handrails - Left Front Entry

EXTERIOR

Exterior

Remove existing handrails. Dispose of properly. Re-install handrails to current building code- specified treated lumber, painted white. Ensure that new handrail matches new handrails installed at main front entry. Size & dimensions to code.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Tear Off & Reroof Shingles

EXTERIOR

Exterior

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Water Heater 40 Gallon Electric

GENERAL REQUIREMENTS

Install a 40 gallon, glass lined, high recovery insulated to R-7, double element, electric water heater with 10 year warranty. Include pressure and temperature relief valve, expansion tank, discharge tube to within 6" of floor or to outside of structure, shut-off valve and electric supply. If it is located on an upper floor or if there is no floor drain, install a catch pan drained to the exterior. Dispose of old water heater appropriately.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Heat Pump Replace

GENERAL REQUIREMENTS

Install an Energy Star rated 14 SEER or higher heat pump compatible with the indoor unit. Support unit on a level concrete pad with a minimum of 3' clearance around coil. Reinsulates bare areas of refrigerant piping. Properly dispose of existing unit.

\*\*\*Please remove existing gas pack and convert to all electric.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Portable Toilet

GENERAL REQUIREMENTS

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Permits Required

### GENERAL REQUIREMENTS

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## See Attached Lead Scope

### GENERAL REQUIREMENTS

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Dumpster

### GENERAL REQUIREMENTS

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Combination CO / Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Electric Service 200 AMP

### GENERAL REQUIREMENTS

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$



# Work Specification

## Dryer Vent

### GENERAL REQUIREMENTS

Install 4" rigid aluminum vent tubing from the specified dryer location to a 4" wall mounted dryer vent hood with a back flow preventer and NO screening. Fasteners shall not protrude into the interior of the exhaust duct. Seal all seams in the system with duct mastic or aluminum foil tape, not duct tape. Secure duct and hood to framing.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Resilient Flooring

### HALL

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

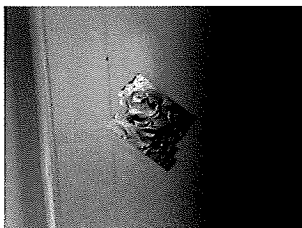


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Wall Finish Repair

### HALL

Repair wall finish to match as close as possible as wall is currently painted wood paneling. Patch holes in wall greater than one inch.



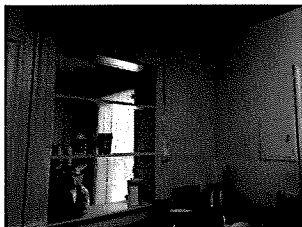
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Cabinets Wall

### KITCHEN

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

\*\*\*Selection should be made to best match existing base cabinets, possibly including selecting unfinished cabinets and staining to match.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Range Hood Exterior Vented

### KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



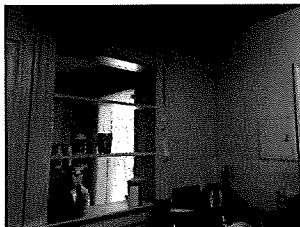
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Room Semi Gloss

### KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

\*\*\*Include in this work proper finishing techniques to remove excess spray foam above kitchen sink area.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Resilient Flooring

### LAUNDRY / UTILITY

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Light Fixture Replace

### LAUNDRY / UTILITY

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Prehung Metal Door - Laundry Room

## LAUNDRY / UTILITY

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. this installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.

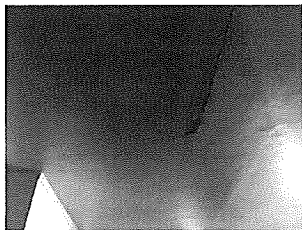


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Ceiling

## LIVING ROOM

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Room Flat

## LIVING ROOM

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

\*\*\*Painting trim includes painting all window trim.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

23-Jan-18

Address

2133 Highland St

Complete the following scope of work:

| Item # | Feature   | Method  | Number | Cost Per unit | COST |
|--------|---|---|--------|---------------|------|
| 1      | Room 2 - Mud Room - Ceiling - EXPOSED, light brown wainscot ceiling (partially exposed and exists above ceiling tile/wallboard) | Remove wainscot ceiling and replace with wallboard or wood panel. ***Price includes removal of all existing ceiling finish materials and replacing with wallboard, prep and painting. | 1      |               |      |
| 2      | Room 2 - Mud Room - Door D1 - white wood door casings and header (no door)  | Replace.  | 1      |               |      |
| 3      | Room 3 - Bath 1 - Window B1 - white wood window casings, header, apron and sill   | Replace.  | 1      |               |      |
| 4      | Room 9 - Laundry Room - Door B1 - white and light brown wood door jambs (no door and no stops)                                  | Replace.  | 1      |               |      |
| 5      | Elevated Dust Levels on Floor - Room 9  | Complete specialized cleaning.  | 1      |               |      |

Total

Contractors may submit an occupant protection plan on the form provided.

Complete all interior work in a unit in a single day.

NOTES: Allow for replacement of 50 board feet of rotted wood.

- Unless otherwise noted any window or door removal and replacement
- includes frame and trim on both sides.
- In lieu of complete removal, window frames may be enclosed with vinyl on.
- Exterior in accordance with all project manual requirements
- Contact Jim Roy to conduct inspections prior to repainting or other putback and
- after vinyl siding installation.
- Windows being placed in a bathroom need to be tempered glass.

7

Total Bid

Acknowledgement of Addenda (if any):

| Addendum# | Date |
|-----------|------|
|           |      |
|           |      |
|           |      |

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

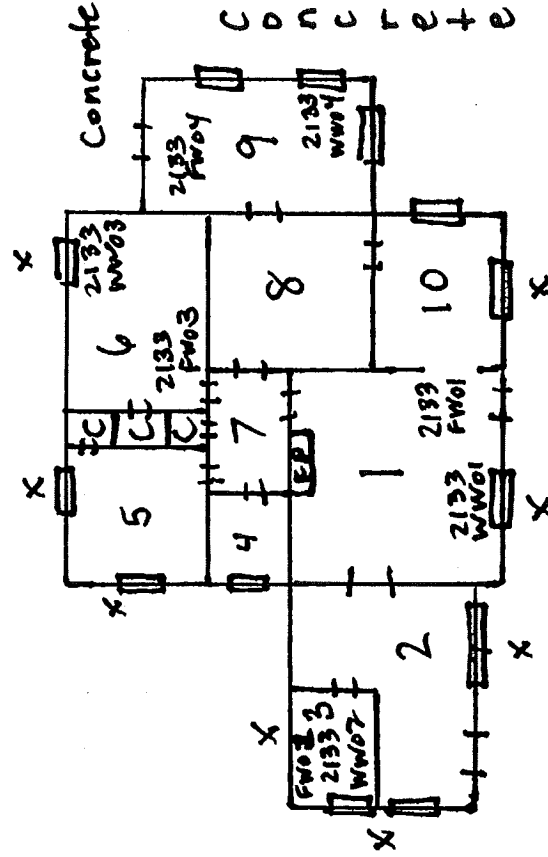
Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Phone:

**SIDE C**



**SIDE B**

**SIDE D**

**Legend**

□ = Window

⊢ = Door

X = Soil Sample Location

**SIDE A**

**NOT TO SCALE**